

**COMMISSIONER'S  
MINORITY HEALTH AND HEALTH EQUITY ADVISORY  
COMMITTEE MEETING MINUTES  
January 8, 2013, 12:00 noon – 3:00 pm  
Petersburg Health Department  
Conference Room  
301 Halifax Street, Petersburg, VA 23803**

**Members Attending In Person:** Tia Campbell, RN, MSN, NCSN; Emmanuel E. Eugenio, MD, FAAP; Lucie Ferguson, PhD, MPH, RN; Madison L. Gates, PhD; Patti G. Kiger, MEd, (PhD); Elizabeth Locke, PhD, PT; Linda L. Redmond, PhD; Theresa Teekah, BS, MA, CMPH; Vía Polycom: Gloria Addo-Ayensu, MD, MPH; Susan Alford, BS; MBA; Patricia N. Mathews, BA; Luisa F. Soaterna, BS, MPH

**Members Absent:** Melissa Canaday; Jené A. Carter, BS; Sandra Cherry Nelson, PhD; Portia Lynne Cole, PhD, MSW, LCSW; Carl A. Gibson, MD, FACP; Tinh duc Phan; Cecily Rodriguez, BS

**VDH Staff Attendance:** Marissa Levine, MD, Karen Reed, MA; Susan L. Triggs, PhD, MPH, RN

**Guest Presenters:** Steve Bailey, LCSW – Virginia's AIDS Drug Assistance Program; Laurie Ferlano, DO, MPH and James Ferrell, BS – Immunization Advisory Committee

- **Welcome**

Meeting called to order by Elizabeth Locke, MHHEAC Chair.

- **Agenda**

The agenda was adopted with the addition after "Presentation guidelines: Review and Changes"- "Discuss Meeting Dates/Times for 2013".

- **Minutes**

The July 10, 2012 minutes were approved as submitted.

- **Virginia Department of Health Updates**

Updates were provided by Dr. Marissa Levine, Acting Deputy Commissioner. Dr. Levine discussed the following:

Dr. Michael Royster, Office Director of the Office of Minority Health and Health Equity (OMHHE) recently resigned. Dr. Levine advised attendees that Karen Reed is serving as Acting Director of Administration of the OMHHE. The Virginia Code requires that the OMHHE Office Director is a physician, therefore, Dr. Levine is also serving as the Acting Director and will handle all medically related issues. Dr. Levine praised the agency team and the OMHHE team as "excellent" and stated that everyone would continue to work hard to serve Virginians.

Governor McDonnell appointed a new Commissioner of Health, Dr. Cynthia Romero.

At the time of the meeting, there is no specific information on whether the guidelines for advising the Commissioner will change.

Dr. Levine commented that the Guidelines for MHHEAC Advice to the State Health Commissioner were very instructive. She highlighted to the group that MHHEAC feedback on programs is critical and offered that advice will be shared with the Commissioner and Chief Deputy Commissioner, and can be written in the form of emails. Dr. Levine cautioned MHHEAC members that, when the General Assembly is in session, communications may be slowed considerably during such a busy time.

- **Guidelines for Providing Advice to the State Commissioner of Health** (Commissioner Guidelines): Karen Reed provided an overview of the Commissioner Guidelines. She emphasized that MHHEAC members represent members of Virginia constituency within their sphere of influence and should provide advice that embodies the broad base of constituents they represent.
- **Immunization Advisory Committee Presentation** (IAC): Laurie Forlano and James Ferrell provided MHHEAC members with an overview of the VDH Department of Immunizations (DOI). The information and data presented was akin to the information that would be presented by DOI to the IAC to assist them with their purpose of providing VDH with “guidance on issues related to the use of vaccines for public health and the optimization of immunization (best) practices in the Commonwealth of Virginia” (see attached copy of presentation). The collaborative IAC group consists of clinicians, epidemiologists, nurses, pharmacists, insurers, and others in the public and private healthcare sectors. Questions regarding the information provided included:
  - Understanding data collection process of using only land lines and not cell phones in order to reach more people.
    - Presenters answered that the Virginia Immunization Information System (VIIS) is based on the number of providers participating. They asked MHHEAC members for ideas on how they could get more providers to participate. Additionally, VDH is encouraging access to the captive audience of children in schools.
    - Presenters asked MHHEAC members to
      1. become familiar with the VIIS website located at <http://www.vdh.virginia.gov/epidemiology/immunization/VIIS/home.htm>
      2. encourage people to use the VIIS
      3. encourage people to get vaccinated
      4. encourage providers to register in VIIS
  - How DOI deals with parents who do not get their children immunized and further queried whether Virginia is able to provide philosophical exemptions and not just religious exemptions
    - Only religious exemptions are provided at this time
    - It is important to get good information out to the public

- Compliance of public schools versus private schools with state immunization requirements
  - It is difficult to get data from private schools
  - Kindergarten vaccination requirements have changed
- An MHHEAC member suggested the use of Text-4-Baby as a free vehicle for communicating with mothers about vaccinating their children
- **AIDS Drug Assistance Program (ADAP):** Steven Bailey provided members with an overview of the federally funded ADAP. The program provides HIV-related medications to the un/underinsured at federal poverty levels (FPL) of 400% or less. Assistance is also provided for Medicare Part D premiums and cost sharing, and pre-existing condition insurance plan (PCIP) premiums and cost sharing. (African Americans) Blacks comprise approximately 56% of those served, and 68% of those served are male. Access support exists in the form of adherence initiatives, distribution points, and general support services. The staff is diverse in terms of race/ethnicity, language, sexual orientation, gender, and age. ADAP is aligned with the 2012 HE Report Recommendations in terms of
  - Community engagement
  - Addressing economic factors
  - Access and education

There are eleven performance indicators (see attached copy of presentation). Enrollment in ADAP has been expanded, and the waitlist has been eliminated as of August 30, 2012. Sustainability plans were discussed in light of expected increases in demand for services. Mr. Bailey highlighted the value of the voice of the community and the desire to ensure maintenance of the community voice.

- **Subcommittee Reports**
  - Community Engagement Subcommittee: Theresa Teekah reported that the Guidelines for Program Presentations will be updated to include all information desired by MHHEAC from presenters. The current guidelines list only what was missing from presentations prior to development of the guidelines. The additional content will provide presenters with a complete picture of what MHHEAC members desire from them. Points to be included are
    - Brief program overview
    - Who is the program lead/accountable individual or office?
    - What offices/agencies are involved?
    - What are the barriers with minority communities?
    - What is the budget or funding source?
    - How can MHHEAC help you?
    - What are the underlying discrepancies in various areas of the state?
    - What are the procedures for outreach?

A full sheet will be created that integrates the above with the current guidelines. The sheet will be provided to all presenters going forward. Additional input can be provided by MHHEAC members to Susan Triggs by close of business February 15, 2013.

Policy/Legislative Subcommittee: The group discussed the current legislative issue about the expansion of Medicaid coverage in Virginia. The larger MHHEAC group entered into extensive discussion about this issue. No action was taken on the issue. Subcommittee attendees also discussed cultural competency of state programs and services in light of a state health equity plan. MHHEAC members expressed a desire to participate in the development of the VDH health equity plan.

- **Presentation Guidelines: Review and Changes**

Guidelines will be amended in alignment with the Community Engagement Subcommittee recommendations. Additional input can be provided by MHHEAC members to Susan Triggs by close of business February 15, 2013.

- **Meeting Dates/Times/Structure for 2013**

In accordance with the April 2012 MHHEAC meeting, the committee acknowledged that the needs of the Commissioner have changed. There is also one member who cannot attend MHHEAC meetings if they are held on Tuesdays. Meeting attendees discussed both issues and determined technology can be used to explore the feasibility of changing dates. Susan Triggs will send a request to MHHEAC members regarding the best available meeting days. Once determined, members will finalize a decision on days and times at the April 2013 meeting. The decision on changing the time of the meetings will also be deferred until after the April 2013 meeting. Members discussed the possibility of changing the time for sub-committee meetings to follow the main MHHEAC meeting so the group can have an opportunity to provide feedback to the presentations, etc. A decision will be made at the April 2013 meeting.

- **OMHHE Updates**

Karen Reed advised the group that the office has been awarded a grant for implementing VDH Health Equity Organizational Self Assessment Survey. The grant term is from January through September 2013 and is in partnership with the Virginia Public Health Training Center. All VDH employees will participate. Some staff will participate in focus groups. Community collaborative partners, agency-wide, will also be asked to participate in this assessment. Virginia is one of only four states selected to participate in this process. MHHEAC members may be asked to participate in the community collaborative partners' survey assessment in May/June 2013.

- **Other Updates**

The Department of Education, Office of Student Services, heard a presentation on cultural competency by Dina Hunt, Manager for Training and Staff Development, Blue Ridge Behavioral Healthcare. School nurses, statewide, will receive the same training.

- **Action Items**
  - Guidelines for Programmatic Presentations will be amended
  - MHHEAC members will review the VIIS website
  - Suggest meetings dates, times, and location
- **Public Comment**

There was no public comment
- **Meeting Adjourned**

**The NEXT MHHEAC MEETING is scheduled for:**

**Date:** April 9, 2013      **Time:** 12:00 noon to 3:00 p.m.

**Location:** Petersburg Health Department, 301 Halifax Street, Petersburg, VA 23803

**Future MHHEAC Meeting Dates**

July 9, 2013

October 8, 2013

December 10, 2013 (optional)

**All meetings take place from 12:00 noon to 3:00 p.m. unless otherwise stipulated.**

**Subcommittee meetings take place from 11 a.m. to 12 noon.**

**Questions or special needs – please contact: Susan Triggs, Health Equity Specialist, at (804) 864-7429 or e-mail her at [susan.triggs@vdh.virginia.gov](mailto:susan.triggs@vdh.virginia.gov)**

**Minutes prepared by: Susan L. Triggs, PhD, MPH, RN**

**Minutes reviewed by: Elizabeth Locke, PhD, PT**